

JOB OPPORTUNITY ANNOUNCEMENT

AMERICAN CONSULATE GENERAL, FRANKFURT/MAIN

SUBJECT:

VACANCY ANNOUNCEMENT NO. 30-06

DATE:

May 5, 2006

OPEN TO: Appointment Eligible Family Members (AEFMs), Eligible Family Members (EFMs), and Members of Household (MOH) – All Agencies

POSITION: Nurse; FP-06* (Two Positions)

OPENING DATE: May 5, 2006

CLOSING DATE: May 19, 2006

SCHEDULE: Part-Time; 20 Hours/Week

SALARY: *Not-Ordinarily Resident: US\$35,265 p.a. (Starting Salary)
(Position Grade: FP-06 is confirmed by Washington)

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Consulate in Frankfurt is seeking an individual for the Nurse position in the Health Unit.

BASIC FUNCTION OF POSITION

This position functions as a fully credentialed/licensed professional nurse, providing basic nursing and health education services to eligible consulate community members. Position is located in the U.S. Consulate General Frankfurt's Health Unit (HU) and is under the direct supervision of the Foreign Service Health Practitioner (FSHP) and overall supervision of the Regional Medical Officer (RMO). The incumbent must have knowledge of general nursing principles and practice and use the professional nursing process including assessment, planning, implementation, and evaluation. They must have knowledge of current nursing technology and methods along with knowledge on medications, biologics, and immunizations generally used in American Medical practice. Additionally, they must be able to administer adult and pediatric immunization program according to current CDC and Travax standards. Strong interpersonal skills and a client-oriented disposition is required. A good working knowledge or experience in current health promotion recommendations in the U.S. population is required.

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Graduate of professional nursing school with a current and unrestricted Registered Nurse license from the U.S., Puerto Rico, or Western European equivalent is required.
2. Level 4 (Fluent) Speaking/Reading English is required.
3. At least one year of hospital or outpatient nursing is required.
4. Experience in management and procurement of expendable medical supplies and equipment for ambulatory standards of care is required.

SELECTION PROCESS

When equally qualified, US Citizen Eligible Family Members (AEFM's) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

UNCLASSIFIED

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Currently employed US Citizen EFM's who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their appointment.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.
5. The candidate must be able to obtain and hold a non-sensitive security clearance.

TO APPLY

Interested applicants for this position must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment (DS-1950 or OF-612); or
2. A current resume or curriculum vitae that provides the same information as the DS-1950 or OF-612; plus
3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO

American Consulate General
Human Resources Office
Giessener Strasse 30
60435 Frankfurt am Main

POINT OF CONTACT

Jodi Brandenburg
069-7535-3476
BrandenburgJL@state.gov

DEFINITIONS

1. AEFM: A type of EFM that is eligible for direct hire employment on either a Family Member Appointment (FMA) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria:

--US citizen;

--Spouse or child who is at least age 18;

--Listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority;

--Is resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safehaven abroad, or alternate safehaven abroad; and

--Does not receive a USG annuity or pension based on a career in the US Civil, Foreign, or uniform services.

2. EFM: Family Members at least age 18 listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority who do not meet the definition of AEFM above.

3. Member of Household: A MOH is a person who: 1) Has accompanied, but is not/not on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a U.S. Foreign service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.

4. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.

5. Not-Ordinarily Resident (NOR): Typically NORs are US Citizen EFMs and EFMs of FS, GS, and uniformed service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: MAY 19, 2006

The US Mission in Germany provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

Drafted: MGT/HR: JBrandenburg Cleared: MGT/HR: CStachowitz Cleared: HU: MPate